

**TOWN OF SHEFFIELD
BOARD OF HEALTH
JUNE 8, 2015
DOWNSTAIRS MEETING ROOM
6:00 PM**

Board Members Present: Priscilla B. Cote, Chairman
Rene Wood
Scott Smith
Fred Panitz
Sarah Gulotta-Humes

Others Present: Jill Hughes, Board Secretary
Members of the public (see sign in sheet)

Chairman P. Cote called the meeting to order at 6:00 pm.

Update Race Brook Lodge: David Rothstein was present to update the Board on the installation of the Waste Water Treatment System, how the system works and the status on the rest of the project. His deadline from MassDEP for the next phase of the project is June 30th. Mr. Rothstein will be contacting DEP to ask them to reduce the withdrawal rate to 2,400 gallons a day versus the proposed 3,300 gallons a day. A discussion ensued about the project. R. Wood will draft a letter to MassDEP once the Board receives a copy of the letter Mr. Rothstein is planning on sending to them and have S. Smith review it.

Minutes: The Board reviewed draft minutes for the May 13, 2015 meeting. *R. Wood motioned, with a second from F. Panitz to approve the May 13, 2015 minutes as written. The motion passed 5-0.*

Private Burial Process: Chairman Cote informed the Board they received an email from a family requesting burial of remains on private property and that Town Counsel was consulted on the matter. R. Wood did research on it and informed the Board of the process. A discussion ensued. Chairman Cote stated that the Board could draft a policy on this after the Board knows the procedure. She asked for the Board to okay her to work with R. Wood. *S. Smith motioned, with a second from S. Gulotta-Humes for the Board to authorize Chairman Cote to work with R. Wood on the private burial process. The motion passed 5-0.* Chairman Cote will contact the family and see how they would like to proceed.

Update Sharps Grant: The Board received a \$2,000.00 grant from the Department of Public Health. F. Panitz has ordered the sharps kiosk for Town Hall. A discussion ensued about sharps containers for residents and about educational outreach. Chairman Cote stated that \$800.00 should be set aside and put into a special account for disposal services (pickups four times per year). A discussion ensued about spending some of the Board of Health FY15 budget for containers if there is not enough money left over from the grant. Chairman Cote

offered to do the publicity on sharps. R. Wood offered to write an article for the Sheffield Times.

Apartment Inspection Letter: Chairman Cote stated she had spoken to the Town Administrator about the informational letter that the Board would like to be included in a town mailing. Administrator LaBombard said she would have to speak to the Board of Selectmen about it. S. Gulotta-Humes stated she had spoken to one of the Selectmen about the idea and a discussion ensued. R. Wood asked S. Gulotta-Humes to speak to the Town Administrator and report back to the Board at their next meeting.

Update Attorney General's Abandoned Housing Initiative: R. Wood gave an update to the Board. She has spoken to Julie Datres, Assistant Attorney General who informed her that one receiver has declined and she has not heard back from the other. She will continue to keep the Board posted on the progress.

Upcoming Conferences/Mail: The Board reviewed an invitation to Charlie Kaniecki's retirement party and a training seminar from BCBOHA.

Berkshire Public Health Alliance: There is a meeting scheduled for this Thursday, June 11th. Chairman Cote stated she will attend and S. Smith stated he was also planning on attending.

Clerk's Report: The clerk informed the Board they received a notice from the Sheffield Water Company regarding a manganese drinking water advisory update. The levels are currently below the health advisory level.

The Dollar General Store has still not complied with the required Tobacco product signage at the store. An initial inspection was done in April and a follow-up in May. Chairman Cote stated she gave them the documentation on the proper signage again and a discussion ensued. The Board decided to send a letter certified mail advising them that they have 2 weeks to comply. Chairman Cote and R. Wood will work on drafting the letter.

The clerk informed the Board that they received a call from the culinary program at Mount Everett School asking if they needed to pay for food inspections and a discussion ensued. The Board asked the clerk to call them back and inform them that they have to pay the fees.

R. Wood stated that this was her last Board meeting as her term is up on June 30th and she is not seeking reappointment. The Board thanked her for her hard work and years of service.

R. Wood motioned, with a second from S. Gulotta-Humes to adjourn the meeting. The motion passed 5-0.

The meeting adjourned at 7:00 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Meeting Agenda; Sign in sheet; 5/13/15 draft meeting minutes; Notice from Sheffield Water Company; 5/18/15 letter from Dept. of Public Health regarding grant approval and 2015 Farmers Market vendor list.

Respectfully submitted by:


Jill Hughes
Board Secretary